

WILLITON PARISH COUNCIL

**Minutes of the Environment and Planning Committee Meeting
held on 9th May 2016 at 7.00pm at The Parish Office, Killick Way, Williton.**

Attendees:

Councillors: Peeks (Chairperson), Bigwood, Denton (arrived during item 16/13), Kirkham, and Richards
Public: None
Other: Mrs Michelle Francis

Apologies:

Councillors: McDonald, White and Denton (for arriving late)

16/01B Election of Chairman and Vice-Chairman

After a proposal from Cllr Bigwood, seconded by Cllr Richards, Cllr Peeks was unanimously elected as Chairman and after a proposal by Cllr Kirkham, seconded by Cllr Bigwood, Cllr Richards was unanimously elected as Vice Chairman.

16/02B Election of Grounds Maintenance Officers

The following officers were elected

Responsibility for Bellamy's Corner	Bigwood and McDonald
Responsibility for Doniford Car Park	Bigwood
Responsibility for The Copse	McDonald
Responsibility for Street Furniture	Peeks
Responsibility for Recreation Ground in relation to Contractors	McDonald
Responsibility for Sustainable Verges	Richards

Allocation of Areas for Responsibility

Councillors were allocated various streets to monitor and report back if necessary.

16/03B Apologies as noted above.

16/04B Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Richards	16/06.5B, 16/07.1B, 16/11B, 16/16B, 16/18B, 16/19B	Pecuniary, WSC Employee	Informed meeting
Cllr Peeks	16/06.5B, 16/07.1B, 16/16B, 16/15B, 16/19B	Pecuniary, WSC Employee	Informed meeting
Cllr Peeks	16/07.2B	Personal, know the writer	Informed meeting
Cllr Denton	16/18B	Personal, neighbour	Informed meeting

16/05B Minutes of the Environment and Planning Committee Meeting held on 11th April 2016

After a proposal from Cllr Bigwood, seconded by Cllr Richards, it was unanimously **resolved** to approve the minutes.

16/06B Matters from the Minutes – for the purpose of report only

16/06.1B (Item 15/122.1B) Pedestrian Routes/Safe Route to School There had been no further update. It was **resolved** the Clerk would send another update request to David Noad, Wyndham Estate.

16/06.2B (Item 15/122.2B) State of Road at St Peter's Close It was **resolved** the Clerk would contact Highways department to request a copy of a street map. It was further **resolved** the Clerk would contact Western Power and investigate if they could advise any contact details regarding the electricity pole.

16/06.3B (Item 15/122.3B) Owl Boxes in village There had been no further update.

- 16/06.4B (Item 15/122.4B) Footpath Raglands Cross to Catwell It was noted the kissing gate was now in situation, therefore it was unanimously **resolved** to remove this item from the agenda.
- 16/06.5B (Item 15/122.5B) Footpath from Long Street and Danesborough View East It was **resolved** the Clerk would contact Sarah Reed from Somerset County Council to enquire as to the ownership of the street light.
- 16/06.6B (Item 15/122.6B) Street Art in the Tractor Shed Cllr McDonald had met with Danesfield School and had informed the Clerk that they would be interested in having the boards and would contact the Parish Office in due course to discuss further.

16/07B Correspondence

- 16/07.1B An email had been received from Cllr Aldridge regarding the West Somerset Area Parking Amendment Order and implications from the removal of the disabled parking bay outside the Egremont. Cllr Kirkham agreed with Cllr Aldridge's comments. It was **resolved** the Clerk would reply and advise the Parish Council would monitor the situation and request his assistance in also monitoring as District Councillor Highways representative. It was **resolved** to monitor for six months and report back to the January 2017 meeting.
- 16/07.2B A letter had been received regarding an LED lamppost owned by Magna Housing Association. It was **resolved** the Clerk would reply stating that the Parish Council had no authority but as it was an environmental health issue to suggest contacting West Somerset Council direct, as due to personal information contained within the letter it could not be forwarded on their behalf.
- A schedule had been received detailing the grass cutting dates for the roads. Members were advised if the height of the grass exceeds 600ml, it had to be cut. It was **resolved** the Clerk would reply to advise that Ragwort and Balsam had been identified along Doniford Road and ask if this could be cleared. It was **resolved** to include this on the next agenda.
- Notification had been received from D Greenslade, Darren's Dens, to advise the company has become VAT registered and the quotation for the Willow Hurdles would be adjusted to show the vat element.

16/08B Highway Matters

- 16/08.1B (Item 15/124.1B) Traffic Calming Due to the absence of Cllr White it was **resolved** to defer this item to the next meeting.

16/09B Finance and Budget

There was nothing to report.

16/10B Items to Report from Grounds Maintenance Officers

- 16/10.1B Bridge Green (The Copse) It was noted the area was getting smaller due to erosion from cars being driven over the edge of the Copse. Cllr Bigwood proposed investigating the possibility of placing larger stones around the edge. It was **resolved** that Cllr Richards would draw a plan of the Copse and suggest the size and quantity of stones required. It was **resolved** the Clerk would then contact Doug Edwards, CRS, Travis Perkins and Capton Stone to request a quotation for the stones and their placement. Cllr Richards queried if the Parish Council could purchase or have the area gifted; it was **resolved** to recommend to Parish Council that the Clerk would write to Wyndham Estate and enquire.
- 16/10.2B Bellamy's Corner It was reported the area was looking well maintained.
- 16/10.3B Doniford Car Park The Clerk reported despite several attempts to contact Mr Clothier, no response had been received, it was **resolved** the Clerk would try again. It was reported a green wheelie bin had appeared, it was **resolved** the Clerk would contact West Somerset Council to advise it had been fly-tipped. Cllr Richards would check if the existing bin had been replaced.
- 16/10.4B Recreation ground and Play Area It was **resolved** the Clerk would obtain three quotations for the rubbish to be removed, the area levelled and re-seeded where the play tunnel had been.
- 16/10.5B Street Furniture There was nothing to report.
- 16/10.6B Grass verges Cllr Bigwood reported the verges along Long Street needed to be cut. It was **resolved** the Clerk would contact Highways to request.

16/11B Flooding Matters

The Clerk advised it had been reported to the office that after the recent roadworks tarmac appeared to be partially blocking the drains. The Clerk had contacted Highways who acknowledged the problem and advised the drains would be cleared.

16/12B (Item 15/128B) Village Information Board and Parish Guide

The meeting of the working group was still to take place. Cllr Richards advised he had seen in Cornwall that companies were sponsoring the boards.

16/13B (Item 15/129B) Planters by Village Signs

The Clerk confirmed the acceptance of conditions had been returned to Somerset County Council. It was **resolved** to plant the bulbs during autumn 2016. It was **resolved** to remove this item from the agenda. Cllr Denton arrived during this item at 8.05pm.

16/14B (Item 15/130B) Clean for the Queen

Cllr Kirkham advised that Veolia had donated ten litter pickers to the Parish Council. It was **resolved** the Clerk would be add them to the asset register. Cllr Kirkham was thanked for his communication with Veolia. As Clean for the Queen had been completed, it was **resolved** to remove this item from the agenda.

16/15B (Item 15/131B) Printing Museum

Due to the absence of Cllr McDonald, it was **resolved** to defer this item to the next meeting.

16/16B Wheelie Bins on Long Street

It was reported that wheelie rubbish bins were being permanently left outside in front of numbers 36-42 Long Street and partially blocking the pavement, which was causing an obstruction. Concern was raised regarding health and safety issues for pedestrians. It was **resolved** the Clerk would contact Somerset Waste Partnership and West Somerset Council requesting the obstructing bins are removed, stating the Parish Councils concern for pedestrians.

16/17B Village Crosses

Due to the absence of Cllr White, it was **resolved** to defer this item to the next meeting.

16/18B Planning Applications for consideration

Application No	Location	Details	Comment
3/39/16/006	21 Fore Street	Change of use from newsagents (Use Class A1) to hot takeaway food outlet (Use Class A5) plus associated works	Support the application on the condition that the noise from the fan is considered and storage of waste is addressed.

16/19B Notification of planning decisions - noted

Application No	Location	Outcome
3/39/16/001	8 High Street	Granted
3/39/16/004	12 Dovetons Close	Granted
3/39/15/015	Williton Police Station, 4 Priest Street	Granted
3/39/15/014	Williton Police Station, 4 Priest Street	Granted

16/20B Matters for the next meeting to be held on Monday 13th June 2016 at 7.00 pm in Parish Office

Fly tipping at Queen Bee site, Doniford.

Doniford Road – Ragwort and Balsam.

Meeting closed at 8.25pm